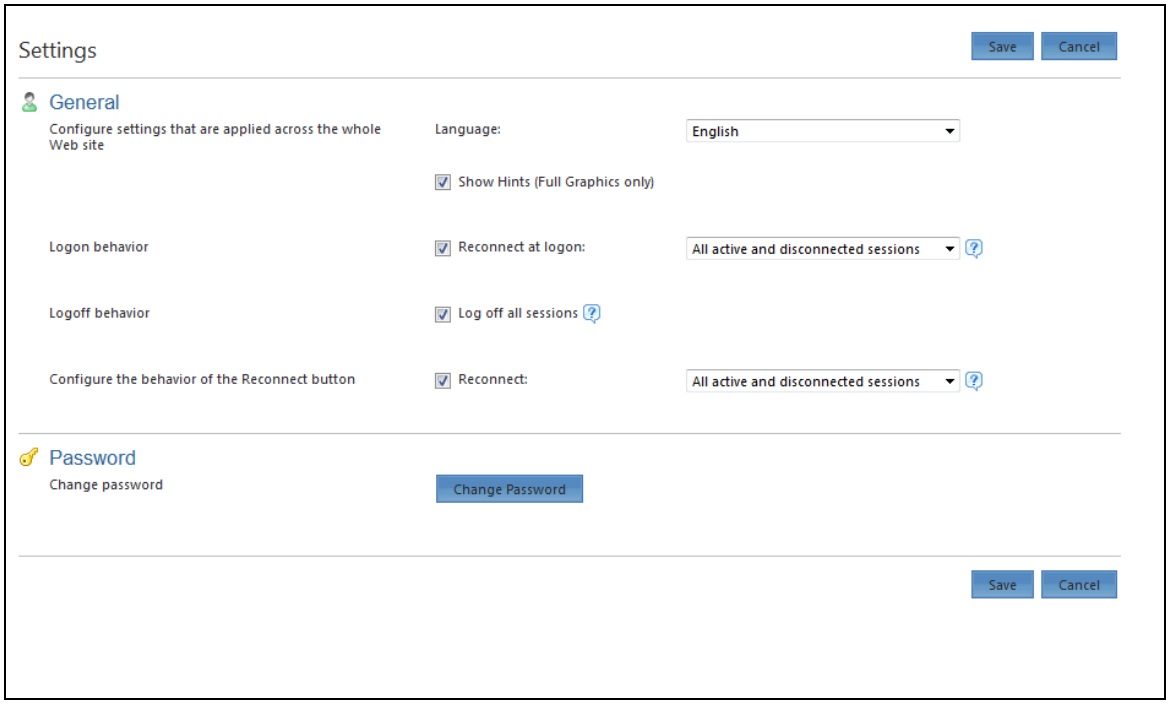
Changing My Login Password within Citrix

An individual can change his/her HHS login password from the AccessHHS "desktop" or applications page, by following these steps:

1. Login to AccessHHS using your current username and password

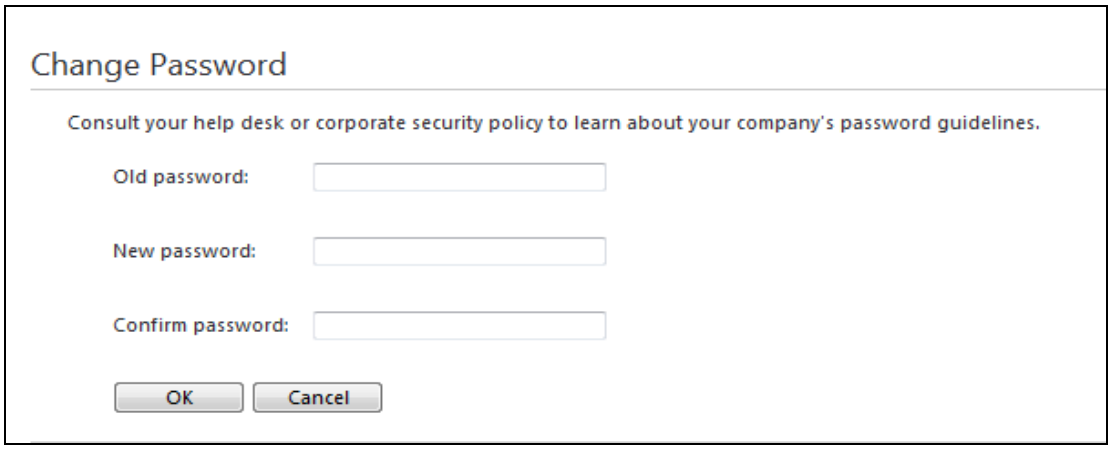
2. Click [Settings] icon located to the left of the [Log Off] button.

3. Once you have clicked on the [Settings] Icon, you will be presented with the following screen:



4. Select [Change Password] from the above screen

5. You will be presented with the following screen, enter your Old Password (which is the current password you used to log into Citrix with), then enter your New Password (what you would like to change your current password to) – you will be required to confirm your new password by entering it a second time.



6. Once you are done entering and confirming your password, Click on [OK]. Your password is now changed.